

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES
November 1, 2013

A regular meeting of the Kentucky Board of Certification of Alcohol and Drug Counselors was conducted on Friday, November 1, 2013 at the Office of Occupations and Professions 911 Leawood Drive, Frankfort, Kentucky 40601

Members Present

Terry Reams, Chair
Todd Trumbore, Vice Chair
Ted Godlaski
Patrick Whelan
Tanya Fogle
Geoffrey Wilson

Occupations and Professions

Karen Lockett, Board Administrator

Members Absent

Kenneth Hemphill

Others in Attendance

Brian Judy- Board Counsel
Mac Bell - Board Investigator

Mr. Reams called the meeting to order at 10:00 a.m.

Minutes

Mr. Godlaski made a motion to accept the October 4, 2013 minutes. Mr. Whelan seconded the motion. Motion carried.

Financial Statement

The October financial report was distributed electronically to all board members.

O&P Update

The Board was informed that the new mileage reimbursement rate beginning Oct. 1-Dec 31, 2013 is 46 cents a mile. No actions taken.

The Board reviewed and discussed the IC&RC exam invoice of \$805.00. No actions taken.

Gordon Slone, Executive Director

I was appointed as Executive Director for O&P as of October 16, 2013 with the goal of bringing long-term continuity and a high level of service to the Office of Occupations and Professions. I have been an attorney for the Commonwealth for over 20 years and the last five of those years have been with the Public Protection Cabinet, where I have had the good fortune of working with Secretary Vance and his Cabinet staff. It will be my pleasure to work with you.

2. Database / On-line License Renewal Project

O&P has on-line and internal software applications for performing renewals, payment processing, and reporting for licensing and certifications for 23 participating boards. The software applications are written in an outdated design, have had issues regarding the exposure of personally identifying information, and have limitations on functionality. O&P has an agreement with the Commonwealth Office of Technology (COT) to provide a modernized, flexible and secure tool for a faster and more streamlined process for its on-line and internal software applications.

3. Budget

The biennial budget for the Office of O&P has been submitted and the Boards' budgets have also been submitted to the Office of State Budget Director, with copies to the Legislative Research Commission. While O&P does not expect the level of increases to the Boards' budgets that were necessary during the last budget cycle, the budgets are subject to modification by the Office of State Budget Director. The budgets will be shared with the individual Boards once they are finalized. Should you have questions regarding the budget process, please contact Susan Ellis, 564-3296, ext. 231.

I am disappointed to report that the wireless internet has not yet been installed. COT has advised us that they expect delivery of the final hardware on Monday, November 4, 2013. We hope that the Wi-Fi will be operational soon thereafter.

4. 2014 Board Dates:

In your November/December board meetings, Board Administrators will be working with you to establish dates for your 2014 Board meetings.

Old Business

The board reviewed and discussed the New and Amended regulations that Brian Judy, Board Attorney presented to the board. Mr. Reams asked the board to bring the regulations back to the next board meeting for further review.

The board received a statement from Ms. Edna C. Vittitow regarding her renewal. Ms. Vittitow asked the board if they would extend her grace period to 12/16/2013 due to personal circumstances. Ms. Godlaski made a motion to extend Ms. Vittitow renewal until 12/16/2013. Mr. Whelan seconded the motion. Motion carried.

New Business

Mr. Trumbore represented the Kentucky Board of Certification of Alcohol and Drug Counselors as the delegate at the IC&RC Fall Conference in Charlotte, North Carolina from October 9-10, 2013. Mr. Trumbore informed the board that the CBT will be the exclusive means of testing by 5-1-2017. Mr. Trumbore presented the Minutes of the meeting, Executive Directors report, The current Exam report (1-1-2013 to 9-5-2013) and the draft of the minimum data set (MDS) items.

The board reviewed an e-mail from the Great Lakes Training Associates regarding the Northern Kentucky a testing ground for opioid overdose antidote. Clinics to offer naloxone kits to heroin addicts. No actions were taken.

The board discussed the 2014 board meeting dates. Mr. Trumbore made a motion to keep the meetings the same, the first Friday of every month. Mr. Whelan seconded the motion. Motion carried.

Complaint Committee/Board Counsel Report

Complaint #1004 - Ongoing

Complaint #1208 - Ongoing

Complaint #1303 – Ongoing

Complaint #1304 – Ongoing

Complaint #1303 – Mr. Godlaski made a motion for CSC to enter into an informal settlement process to resolve this matter. There terms of the informal settlement offer are: (1) Six months suspension/suspension probated for one year (2) Execute all patient progress notes and other patient related documents left unsigned when left former employer (3) Meet with former CADAC supervisees and complete all documentation attesting to the hours of supervision provided; and (4) Complete six hours of supervision training continuing education course with the probation period. Mr. Whelan seconded the motion. Motion carried.

Complaint #1304 – The complaint committee recommended an investigation. Mr. Whelan made a motion for Mac Bell, Board Investigator to investigate complaint #1304. Mr. Trumbore seconded the motion. Motion carried.

Application Review

Mr. Trumbore made a motion to accept the Applications recommendation as specified below.

- Deborah E. Allcock – Approved
- Phillip Caudill – deferred
- Debbie Duff – Approved
- Wade E. Greer – Deferred
- Kathe Vagasky – Approved
- Theresa Waddle - Approved

Mr. Whelan seconded the motion. Motion carried.

Continuing Education

Ms. Fogle made a motion to accept the Continuing Education Applications as specified below.

- KDVA – 15th Annual ending SA & DV conference – Approved for 33.75 hours
- KY Clinic Society for Social Work – Approved for 6.0 hours
- River Valley Behavioral Health – Approved for 3.0 hours
- The Morton Center – Approved for 4.0 hours
- The Ridge Behavioral Health Sys UK Div of Adolescent medicine, Stop Youth Suicide – Approved for 2.0 hours
- The Ridge Behavioral Health – Approved for 4.0 hours

Mr. Godlaski seconded the motion. Motion carried.

Reciprocity Application Review

Mr. Whelan made a motion to accept the Reciprocity Applications as specified below.

- Sharon Clark - deferred

Mr. Godlaski seconded the motion. Motion carried.

Audit Renewal Review

No Audits

Reinstatement Application Review

No Reinstatements

Travel

Mr. Whelan made a motion to approve payment of travel and per diem expenses for eligible members.
Ms. Fogle seconded the motion. Motion carried.

Next Meeting

Complaint Committee – December 6, 2013 @ 9:30 a.m.
Regular Board Meeting – December 6, 2013 @ 10:00 a.m.

Ms. Fogle made a motion to adjourn. Mr. Godlaski seconded the motion. Motion carried.

The meeting adjourned at 12:25 p.m.

Kentucky Board of Certification of Alcohol and Drug Counselors

Terry L. Reams, Vice Chairman

Minutes prepared by Karen Lockett, Board Administrator